

**COUNTY OF LOS ANGELES – DEPARTMENT OF MENTAL HEALTH  
SERVICE AREA 3  
ARCADIA MENTAL HEALTH CENTER - FSP**

**TRANSFER OPPORTUNITY**

**THIS IS NOT AN OFFICIAL EXAMINATION BULLETIN  
RESTRICTED TO LOS ANGELES COUNTY EMPLOYEES ONLY**

**Mental Health Clinical Supervisor**

Arcadia Mental Health Center is an adult outpatient clinic located in San Gabriel Valley with an opening for a Mental Health Clinical Supervisor in the Full Service Partnership (FSP) program. The Arcadia FSP program provides intensive mental health services, including after-hours response, to clients with severe and persistent mental illness. The FSP program is currently located at a stand-alone site where the supervisor functions as both a clinical/administrative supervisor and site manager under the supervision of the Clinical Program Head; within the year, the FSP program will relocate to Covina where the new East San Gabriel Valley Mental Health Center is being developed.

**DUTIES INCLUDE BUT ARE NOT LIMITED TO:**

- Providing clinical and administrative supervision to a multi-disciplinary team of twelve (12) staff;
- Providing administrative supervision to 3 clerical staff;
- Coordinating team efforts to provide Outreach and Engagement services to potential clients referred by hospitals, correctional institutions, and outpatient providers to determine if the individual meets criteria for enrollment into the FSP program;
- Work closely with SB 82 program in providing timely services
- Overseeing the completion of Outcome Measures for each client;
- Maintaining LPS designation to permit the completion of 5150 holds for clients assessed to meet criteria for involuntary hospitalization;
- Participating in Arcadia MHC's Quality Assurance efforts by reviewing client charts across programs for compliance with DMH documentation requirements; and
- Participating in the clinic's Administrative Staff meetings and other administrative activities.

**DESIREABLE QUALITIES:**

- Experience supervising a multi-disciplinary team;
- Excellent organizational and leadership skills;
- Ability to be flexible with evolving work duties and very challenging client situations;
- Strong interpersonal skills with the ability to work and communicate effectively with other County employees, community agencies and consumer partners;
- Good time management skills;
- Ability to problem-solve and make good decisions while working under pressure.

Individuals currently holding the title of Mental Health Clinical Supervisor are encouraged to submit their resume to the e-mail address below. Please submit resume, Performance Evaluations, and Time Variances for the last 2 years by June 22, 2016.

**Please fax or e-mail your information to:**

Elizabeth Gross, Ph.D.

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